

Notes on data collection and data processing - Erasmus Incomings

1. Name and contact details of the office processing the data and the data protection officer

University of Bonn

International Office
Poppelsdorfer Allee 53
D-53115 Bonn
E-Mail: marazu@uni-bonn.de

Official data protection officer:

Dr. Jörg Hartmann
Genscherallee 3
D-53113 Bonn
Email: joerg.hartmann@uni-bonn.de

Deputy:

Eckhard Wesemann
Dezernat 1
Regina-Pacis-Weg 3
D-53113 Bonn
Email: wesemann@verwaltung.uni-bonn.de

2. Collection and storage of personal data as well as type and purpose of their use

Your personal data are collected for the purpose of processing your application, of providing support before, during and after your study abroad stay at the University of Bonn, as well as of providing you with information from the International Office of the University of Bonn, e.g. through a periodical newsletter for Erasmus Incomings.

Data are processed in accordance with Art. 6 (1) sentence 1 lit. (a) GDPR on the basis of your given consent.

The personal data collected from you will be erased or blocked as soon as the purpose of storage ceases to apply. Data may be stored beyond this point in time if this has been provided for by the European or national legislator in EU regulations, laws or other provisions to which the controller is subject. The data will also be blocked or erased if a storage period prescribed by the aforementioned standards expires, unless further storage of the data is required for the conclusion or fulfilment of a contract.

3. Transmission of data to third parties

Your personal data will not be transmitted to third parties for purposes other than those listed below. If required pursuant to Art. 6 (1) sentence 1 lit. b GDPR for the handling of the legal relationship with you, your personal data will be passed on to third parties. This includes in particular the transmission to the registrar's office of the University of Bonn for the purpose of registration, as well as to the *Techniker Krankenkasse* (health insurance fund) for the purpose of preparing the certificate of exemption from medical insurance for your registration. The transmitted data may be used by the third parties exclusively for the stated purposes.

4. Rights of the data subject

You have the right,

- if you have given your consent, to revoke your consent at any time in accordance with Art. 7 (3) GDPR to the controller stated above. As a result, data processing that was based on this consent may no longer continue in the future;
- pursuant to Art. 15 GDPR, to request information about your personal data processed by the controller. In particular, you can obtain information on
 - the processing purposes,
 - the category of personal data,
 - the categories of recipients to whom your data has been or will be disclosed,
 - the planned duration of the storage or, if specific information on this is not possible, the criteria for determining the storage period,
 - the existence of a right to correction, erasure, restriction of processing or objection,
 - the existence of a right to lodge a complaint,
 - the origin of your data, unless these were collected by the aforementioned controller,
 - and the possible existence of automated decision-making, including profiling and, where applicable, meaningful information on the details of this;
- pursuant to Art. 16 GDPR, to immediately request the rectification of incorrect or incomplete personal data stored by the aforementioned controller.
- pursuant to Art. 17 GDPR, to demand the erasure of your personal data stored by the aforementioned controller. This does not apply if longer storage of the data is required for
 - processing to exercise the right to freedom of expression and information,
 - to fulfil a legal obligation to which the controller is subject,
 - for reasons of public interest,
 - to assert, exercise or defend legal claims or

- for archiving purposes in the public interest, scientific or historical research purposes or for statistical purposes pursuant to Art. 89 (1) GDPR, insofar as the erasure of the data is likely to render impossible or seriously impair the attainment of the objectives of such processing.
- pursuant to Art. 18 GDPR, to restrict the processing of your personal data under the conditions stated therein;
- pursuant to Art. 20 GDPR, under the conditions stated therein, to receive your personal data that you have provided to us in a structured, commonly used and machine-readable format or to demand transmission of those data to another controller and
- to lodge a complaint with a supervisory authority pursuant to Article 77 GDPR, without prejudice to any other administrative or judicial remedy. The competent supervisory authority is: Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen, PO Box 20 04 44, D-40102 Düsseldorf.

5. Duty of Cooperation

You are not obliged to provide your data in accordance with the aforementioned legal provisions or regulations. If you do not communicate or make the data available to the aforementioned controller, the following consequences will arise: **Further processing of your application, the registration at the University of Bonn and support through the International Office is not possible.**

6. Right of objection

If your personal data are processed based on legitimate interests pursuant to Art. 6 (1) sentence 1 lit. e GDPR, you have the right to object to the processing of your personal data in accordance with Art. 21 GDPR, provided that there are reasons for this arising from your particular situation.

If you wish to exercise your right of objection, simply send an email to the aforementioned controller.